Federal City Performing Arts Association
Board of Directors Meeting Minutes

Wednesday, January 10, 1999
2801 M St., NW, Washington, DC

DIRECTORS:	Present: Darrell Lewis, Jeff Peirce, Joe Vignali, Jerry Carpenter, Thom Gibb, Bill Eadie, Chip Heath, Kris Marshall, Jack Gerard, Henry Salevsky, Ed Wilber
ABSENT:	Rich Aldret (Proxy Received), Mark Bombaci (Proxy Received)
STAFF:	John Perkins, James Holloway
Guest:	Bill Ganon

I. Call to Order
Lewis called meeting to order at 7:10 PM.

II. Open Forum

III. Approval of Minutes
Motion to approve the minutes.
Peirce moves for the approval of the minutes, Gibb seconds.
Unanimous in favor. Minutes approved.

IV. Operations Committee
Vignali presented minutes of the Operations Committee. See the Operations Minutes for December 1998. Special items of interest:

Concert sponsorships are going well
Ad sales are above projections

V. Financial Report
See report for more detail. November statements look better reflecting a positive variance. Ticket sales are doing well for the non-subscription series and are ahead of projection. Nunsense is doing well. Capital Club dues are also ahead of projection. Special attention should be given to the fact that Season ticket sales were behind by 20%. Final numbers were not available from the Holiday concert. The general fundraising budget is not included in the BOD fundraising project. Lincoln Theater negotiations need to happen and bad management issues need to be address with the Theater

Gibb moved that the BOD accept the Finance Report, Carpenter seconds. Unanimous in favor.

Operational issues expressed about the purchase of the credit card processing software. The Finance committee indicated that they needed to look at who process what financial information. Particular tasks may now need to be brought in house after a review of the business processes. An explanation of the balance change was given; the accountant fee was held in reserve while negotiations of fee were being conducted. Now that the fees have been settled the actual totals are reflected. Peirce indicated that Saturday will be a day long Finance Policy session.

VI. Executive Director

Perkins indicate that no word had been received from UAL concerning season sponsorship due to a boycott issue on the west coast concerning local political issues. It has been decided that the dispute is a local one and that GMCW would receive the sponsorship if the money was offered. Sponsorships for concerts have gone well with the support of Annie's, the "In Memorial" program, and the Genre event. The Auction planning group has designed a Fine Arts Auction that will be comprised of 50 items of art and 30 group items. The event is scheduled for April 24th and the net budget for the event is $26,500.

Perkins expressed concern about the lack of communication now that the Chorus Listserve was non-functional. Research was being conducted to secure a new host for the service. A reflection from the GALA Choruses Mid-Winter Managers Meeting was given that the Chorus needs to understand who we are and where we are in the Chorus' development. Perkins presented the *Stages of Institutional Development in Non-Profit Organizations* for the general knowledge of the BOD.

VII. Music Report

Holloway expressed appreciation for all those who made the Holiday concert possible. He greatly appreciated the attendance at the Kennedy Center Millenium Stage event. This rehearsal period GMCW accepted 15 new members. The first rehearsal total was up to 168 singers. The March concert has been planned. Orchestra will perform for the recording on April 10. The Meany commission is expected to arrive around Feb. 6. The CD project, now under Richard Dupler's management has between 14-16 tracks; 10 songs have already been recorded. The Saturday recording session should see 1 or 2 more added. Potomac Fever will record on Feb 6 and final editing expected on Feb. 15. The release date is still unknown.

Holloway will be attending the GALA Music Directors event and reviewing the options for GALA 2000 on Jan. 27.

The Chamber Choir will begin preparing their work for a performance in the Spring. Holloway indicated that the Gospel set recording from the Holiday concert was very good and profited from Dupler's experience. A Drum and Bass track may be added and the title of the CD will be "Let It Shine."

VIII. President's Report

Lewis expressed appreciation for the effort given by Holloway to make the Holiday concert a great one. He acknowledged that GMCW received very good feedback from the concert.

IX. New Business

- The main BOD activity in December was the phone-a-thon. Pledge were received totaling $2,000. Lewis acknowledged that the nights chosen were not the best. There are many more people who should be called. The event needs to be held again and some members will be selected from the Chorus to help. The BOD was recruited for this event because it was a good experience in asking for money.
- Lewis indicated that the "In Memorial" funds should be moved to the BOD fundraising lines in the budget.
- Lewis expressed the commitment the BOD made to raise $10K above the whole of the budget. The Chorus cannot afford to add more events this year. The BOD needs to think creatively to raise funds. We can do it as a group or as individuals. Each member was asked to make a list of 20-25 people who donate money to other organizations. Lewis again reminded the BOD of it's agreement and indicated that he hoped we would not have to cut the budget this year.
- DC Cowboys, through Kevin Platt, has sent a letter asking to join GMCW to receive our 401C3 status so they can receive grant funds. Perkins has researched the options. DCCB is an unincorporated organization with a membership agreement in place and operates much like a GMCW small ensemble. They want to join the umbrella organization to enable fundraising. The original BOD had already created the structure in FCPAA. FCPAA will also assume liability for the DCCB. Kevin will be working with the group to set parameters. Perkins,

in response to question by Wilber, indicated that by allowing DCCB to join the organization it will be the realization of the mission that we would become the umbrella organization to sponsor arts in DC. Vignali said that our articles of incorporation were vague enough to accommodate many options. Peirce summarized by stating that he sensed consensus in the group and that FCPAA already has the financial system/structure in place to accommodate the growth. Vignali asks that perhaps a "Past President" be included in a group that is considering this merger for a historical input into the organization. Heath, speaking for DCCB, said that the group wanted merger so that they can raise money. They were formed in 1995 with 22 members who pay dues.

Wilber questioned what structure does FCPAA have to create this group. Peirce reported that there was none and that the BOD would have to create it. Carpenter indicated that the Articles of Incorporation, By-laws, and Membership regulations are examples of the structure to create the group under FCPAA. Holloway requested that we seek legal assistance in such a merger. Heath added that the two groups are also a marketing venue for each other.

Carpenter moved that we empower the BOD to actively discuss with the DC Cowboys Dance Company, the possibility of joining FCPAA, thus empowering members to dialogue concerning merger issues. Eadie seconds. Unanimous in favor.

- The Atlanta trip. Lewis indicated that Atlanta is already marketing GMCW participation in their Pride concert. It should be known that this is voluntary participation on behalf of GMCW. There was no budget for the event and the members will have to pay for it themselves. The event impacts the schedule:
  - GMCW Pride Concert 12 June
  - Atlanta Pride Concert 19 June
  - Rehoboth Concert 26 June
  - Small Ensemble Event 4 July
  - GALA payments due in June
- **Vignal moved that GMCW attend the optional Atlanta engagement on June 19. Motion modified by Eadie to say: To authorize participation in the Atlanta as an optional performance. Vignali accepts Eadie's friendly amendment, and Wilber seconds. One abstention noted, 8 in favor.**
- Heath presented the Quilt design for GMCW to commemorate Chorus members who have died for any reason. He used the Turtle Creek example. Kevin Webster is contemplating the creation.
- Eadie indicated that he will begin teaching on Wednesday and asked the BOD to consider his participation in the Board.

X. *Adjournment*

Lewis moved, Vignali seconded a motion to adjourn. Unanimous in favor.

Respectfully submitted,

Jerry Carpenter
Secretary, FCPAA